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2 December 1963

Colonel White:

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 stopped by to leave the following message:

When the engineers checked the temperature in the Director's office this afternoon, the air coming out of the radiators was 65°. He instructed the engineers to raise the temperature regardless of who it discomfited, as well as to prepare electric strips to put in that office. He has also requested the Building Manager to prepare four separate heating systems for the 7th floor: (1) DCI dining room and anteroom; (2) DCI private office, secretary's office, and DCI's small office; (3) General Carter's office and his secretary's office; and (4) Mr. Kirkpatrick's office and his secretary's office. He has asked for individual thermostats and thermometers to be installed in each of these offices as well.

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sbo